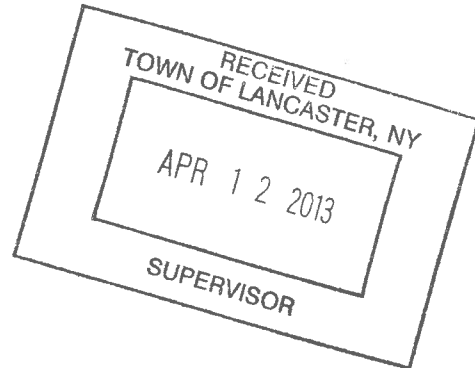




**Arbor Day Foundation™**

March 25, 2013

220  
TC  
TB



Town Supervisor Dino Fudoli  
21 Central Avenue  
Lancaster, NY 14086

Dear Tree City USA Supporter,

On behalf of the Arbor Day Foundation, I write to congratulate Lancaster on earning recognition as a 2012 Tree City USA. Residents of Lancaster ought to be proud to live in a community that makes the planting and care of trees a priority.

Your community joins more than 3,400 Tree City USAs, with a combined population of 140 million. The Tree City USA program is sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters.

As a result of your commitment to effective urban forest management, you already know that trees are vital to the public infrastructure of cities and towns throughout the country, providing numerous environmental, social and economic benefits. In fact, trees are the one piece of community infrastructure that actually increases in value over time.

We hope you are excited to share this accomplishment. Enclosed in this packet is a press release for your convenience as you prepare to contact local media and the public. If you wish to receive an electronic version of the release, please email Sean Barry, Director of Media Relations at [sbarry@arborday.org](mailto:sbarry@arborday.org) and we will reply with a copy within one business day.

State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward information about your awards to Gloria Van Duyne in your state forester's office to coordinate presentation. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

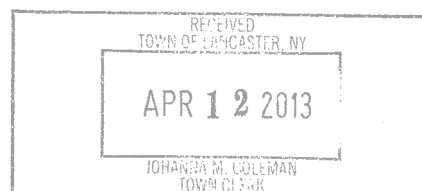
Again, we celebrate your commitment to the people and trees of Lancaster and thank you for helping to create a healthier planet for all of us.

Best Regards,

John Rosenow  
Chief Executive

cc: Terrence McCracken

enclosure



For more information, contact:  
Sean Barry, 402-473-9563  
[sbarry@arborday.org](mailto:sbarry@arborday.org)



FOR IMMEDIATE RELEASE:

### **Arbor Day Foundation Names Lancaster Tree City USA**

Lancaster, NY was named a 2012 Tree City USA by the Arbor Day Foundation in honor of its commitment to effective urban forest management. This is the 14th year Lancaster has earned the national designation.

Lancaster achieved Tree City USA recognition by meeting the program's four requirements: a tree board or department, a tree-care ordinance, an annual community forestry budget of at least \$2 per capita and an Arbor Day observance and proclamation.

The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

"Everyone benefits when elected officials, volunteers and committed citizens in communities like Lancaster make smart investments in urban forests," said John Rosenow, founder and chief executive of the Arbor Day Foundation. "Trees bring shade to our homes and beauty to our neighborhoods, along with numerous economic, social and environmental benefits."

Cleaner air, improved storm water management, energy savings and increased property values and commercial activity are among the benefits enjoyed by Tree City USA communities.

More information on the program is available at [arborday.org/TreeCityUSA](http://arborday.org/TreeCityUSA).

**About the Arbor Day Foundation:** The Arbor Day Foundation is a nonprofit conservation and education organization of one million members, with the mission to inspire people to plant, nurture and celebrate trees. More information on the Foundation and its programs can be found at [arborday.org](http://arborday.org), or by visiting us on [Facebook](#), [Twitter](#) or our [blog](#).

TC 221



# Town of Lancaster

## TOWN PLANNING BOARD

21 Central Avenue  
LANCASTER, NEW YORK 14086

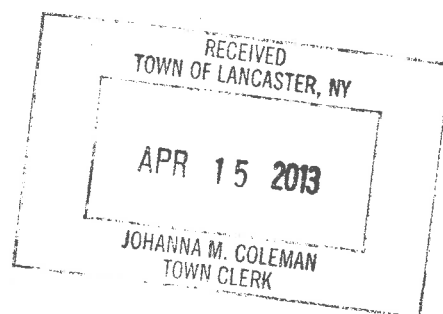
April 3, 2013

Planning Board Members:

Neil Connelly, Chairman  
Rebecca Anderson  
Anthony Gorski  
Lawrence Korzeniewski  
Kristin McCracken  
Melvin Szymanski

Town Board Members:

Dino Fudoli, Supervisor  
John M. Abraham  
Mark Aquino  
Ronald Ruffino, Sr.  
Donna G. Stempniak



Engineering Consultant:

Robert Harris, Wm. Schutt & Associates

Town Attorney:

John M Dudziak

Town Highway Superintendent:

Daniel J. Amatura

Building & Zoning Inspector:

Jeffrey H. Simme

Gentlemen/Ladies:

Enclosed is a draft copy of the minutes of a meeting of the Planning Board of Lancaster which was held April 3, 2013. Please review it for errors and completeness. These minutes will not become final until approved at a subsequent Planning Board meeting, and may be amended before approval.

Sincerely yours,

Neil Connelly  
Planning Board Chairman

NC:mn  
Encl.

A meeting of the Planning Board of the Town of Lancaster, Erie County, New York was held at the Lancaster Town Hall, 21 Central Avenue, Lancaster, New York, on the third day of April 2013 at 7:30 P.M, and there were present:

PRESENT: Neil Connelly, Chairman  
Rebecca Anderson, Member  
Anthony Gorski, Member  
Lawrence Korzeniewski, Member  
Kristin McCracken, Member  
Melvin Szymanski, Member

EXCUSED: None

ABSENT: None

ALSO PRESENT:

Town Board Members: Donna G. Stempniak

Other Elected Officials: None

Town Staff: Robert Harris, Engineering Consultant-Wm. Schutt & Assoc.  
Jeffrey H. Simme, Building & Zoning Inspector  
Nicholas LoCicero, Town Prosecutor  
Mary Nowak, Recording Secretary

Meeting called to order by Chair Connelly at 7:30 P.M.

Pledge Of Allegiance led by Member Melvin Szymanski.

Opening Comments – Chair Connelly brought attention to the empty chair on the Planning Board due to the recent passing of former Planning Board Chairman Stanley Jay Keysa. Chair Connelly said that we often hear that no one is irreplaceable, however, in this case Stanley's expertise and extensive knowledge of Lancaster will be irreplaceable. He was a mentor to all those who worked with him on the Planning Board and he will be greatly missed.

Minutes – Motion was made by Kristin McCracken to approve the minutes from the March 6, 2013 Planning Board Meeting. Motion seconded by Anthony Gorski and unanimously carried.

Administrative Item - Chairman Connelly stated that he would like to set up a training session to be held at the next Planning Board meeting on April 17, 2013, if the Planning Board meeting schedule for that evening is not too busy. The topic of the training session would be the SEQR process. This session would count for 1 hour of training. The Planning Board members agreed, and so Chairman Connelly will make the arrangements for the training session.

#### TOWN OF LANCASTER PLANNING BOARD

#### COMMUNICATIONS AS OF 4/3/13

- 4.03.01 Letter dated 3/18/13 from Robert Sinclair, Bowmansville Fire Assistant Chief, citing concerns regarding the Harris Hill Rd. private subdivision.
- 4.03.02 Letter dated 3/19/13 from Mr. Peter Sorgi, representing Tyler Development, addressing concerns regarding the Broadway Townhomes project.
- 4.03.03 Planning Board minutes of 3/06/13.
- 4.03.04 Copy of resolution from Town Clerk Coleman to Andrew Terragnoli of Optima Design noting approval of site plan by Town Board.
- 4.03.05 Memo from General Crew Chief McCracken cautioning Planning Board on the placement of the drainage easement located at the entrance of the subdivision.
- 4.03.06 Letter dated 3/15/13 from Jason Knight, Community Planning - Erie County, regarding SEQR for Orville's.
- 4.03.07 Zoning Board minutes of 3/14/13.
- 4.03.08 Municipal Review Committee minutes of 3/18/13 regarding SEQR for Buffalo Vascular Center.
- 4.03.09 Letter dated 3/21/13 from Robert Harris, Town Engineer with comments on proposed Autumnwood subdivision.

## ACTION ITEMS –

PRELIMINARY PLAT PLAN REVIEW – AUTUMNWOOD SUBDIVISION (FORMERLY WILLIAM & BOWEN SUBDIVISION), PROPERTY LOCATED ON BOWEN ROAD, PROJECT #1985. CONTACT PERSON: KENNETH ZOLLITSCH OF GREENMAN-PEDERSEN, INC.

Kenneth Zollitsch of Greenman-Pedersen presented to the Planning Board the preliminary plat plan review for Autumnwood Subdivision located on the east side of Bowen Road, south of Summerfield Drive. The following items were addressed:

Turnaround – The preliminary plat plan does not show any cul-de-sacs. Mr. Zollitsch explained that instead of a cul-de-sac there will be a turnaround.

Water lines – Mr. Zollitsch told the Planning Board that the waterlines for this project will be brought in from Bowen Road and Summerfield Drive. Approval from Erie County will be necessary.

Sanitary Sewers – The plan shows the sanitary sewers will run to the east and to the north to William Street on a 30' easement through the parcel. Approval from Erie County will be necessary.

Temporary Wetland Permit – Mr. Zollitsch stated that a temporary wetland permit from NYSDEC will be necessary to disturb the existing wetlands for installation of sanitary sewers. The Planning Board stated that the temporary wetland permit must be issued by NYSDEC prior to any construction on this parcel.

Engineering concerns – Town Engineer Robert Harris referred to com. 4.03.09 which was a letter from the Town Engineer with comments on this project. Mr. Harris told the Planning Board that the responses to his comments that were listed are acceptable and that there are only a few minor issues that still need to be addressed.

Sidewalks – The preliminary plat plan does not show sidewalks in front of the homes along Bowen Road. Mr. Zollitsch told the Planning Board that 75% of existing ditch on Bowen Road will be piped. Council Member Donna Stempniak stated that sidewalks along Bowen Road must be shown on the site plan.

Drainage – The preliminary plat plan shows two ponds for drainage on this parcel. Mr. Zollitsch explained that the pond at the southwest corner near Bowen Road cannot be moved. The Planning Board had concerns with safety regarding the proximity of this pond to Bowen Road. Town Engineer Robert Harris stated that this will be a dry pond and that within a day or two after a heavy rain the pond will be dry. There was also a discussion concerning the responsibility for the maintenance of this pond which will be a retention basin. It will not be maintained by the Town. Mr. Zollitsch stated that the owner of lot #1 would be responsible for the maintenance of the pond since it is adjacent to that property. There is currently no precedent regarding an owner's responsibility to maintain a retention basin, therefore, a deed restriction will be necessary for lot #1. Language will need to be written into the deed for lot #1 concerning the owner's responsibility for the maintenance of the retention basin. The Planning Board also stated a NYSDEC sign be required for the retention pond area next to lot #1.

## DETERMINATION

Based on the information provided to the Planning Board a motion was made by Anthony Gorski to recommend approval of the site plan with the following conditions: 1.) Temporary Wetland Permit must be issued by NYSDEC prior to any construction. 2.) Sidewalks along Bowen Road to be shown on site plan. 3.) Deed restriction will be necessary for lot #1 regarding owner responsibility for maintenance of retention basin adjacent to lot #1. Motion seconded by Lawrence Korzeniewski and duly carried.

Roll call vote as follows:

Chair Connelly – Yes  
Rebecca Anderson – No  
Anthony Gorski – Yes

Lawrence Korzeniewski – Yes  
Kristin McCracken – Yes  
Melvin Szymanski – Yes

REVISED CONCEPT PLAN – REZONE 5775 BROADWAY (BROADWAY TOWNHOUSES), MODIFICATIONS TO REVISED CONCEPT PLAN REGARDING ISSUES RAISED AT THE PLANNING BOARD MEETINGS OF NOVEMBER 21, 2012 AND DECEMBER 5, 2012. CONTACT PERSON: PETER SORGI OF HOPKINS & SORGI, PLLC.

Mike Metzger of Metzger Engineering presented to the Planning Board the revised concept plan for the proposed rezone of the property located at 5775 Broadway. The current zoning for this parcel is R1 (Residential Single Family) and RCO (Residential Commercial Office). The proposed zoning is for a townhouse development in a mixed use area. The revised concept plan for a townhouse development shows 59 townhouses. The following items were discussed:

Floodplain – Mr. Metzger told the Planning Board that he had looked at both the Erie County data regarding the floodplain for this parcel and the FEMA maps. He stated that the floodplain is less than what is shown on the concept plan and that the 100-year floodplain just touches a few building lots.

Wetlands – Mr. Metzger stated that there are no federal wetlands on this parcel, but he did not provide the Planning Board with any documentation from the Army Corp of Engineers. The Planning Board stated at the December 5, 2012 Planning Board meeting that the applicant had to provide documentation from the Army Corps of Engineers regarding the federal wetlands.

Stormwater – The revised concept plan shows a pond at the low area of the parcel. The outlet for this pond would be with the existing outlet for Parkhaven.

Sanitary Sewers – Location of the sanitary sewers will be at the south property line and the west property line.

Drainage - Mr. Metzger explained that drainage will be put in along the west property line and that provisions for drainage would be made for Parkdale Drive residents along that west property line that would take water out of the Parkdale yards and improve the existing drainage. He also stated that the existing Broadway properties drain to Broadway. This parcel will drain to the same ditch that drains the existing pond. Council Member Donna Stempniak asked whether the applicant has been in contact with Erie County Parks Dept., since some of the current drainage runs off into Como Park. Mr. Metzger said that he has not been in contact with Erie County Parks Dept., but that the existing ditch into Como Park is an established drainage way and that no additional water will be put into it.

Setbacks – The rear yard setback for MFR-3 is 40 feet. The rear yard setback for R-1 is 30 feet.

Traffic – Mr. Metzger stated that a formal traffic study has not been done for this project, but with 59 townhouses there will be about 30 vehicles entering & exiting this parcel at peak hours. With 59 single-family homes, the count would be about 43 vehicles at peak hours. Council Member Lawrence Korzeniewski stated that building 59 single-family homes on this parcel would not be aesthetically attractive because it would be much too crowded. The number of single-family homes would have to be less than 59 resulting in less traffic.

Density – Town Engineer Robert Harris pointed out that at the November 21, 2012 Planning Board meeting, the concept plan showed 59 townhouses. At the December 5, 2012 Planning Board meeting the concept plan showed 57 townhouses. The current revised concept plan is now back to showing 59 townhouses. The Planning Board is concerned with the high density of this project.

Entrance – The revised concept plan shows one entrance on Broadway into this project. Mr. Metzger stated that the entrance road would be 40' wide. The width of the right-of-way on Broadway is 66'. There would be a 10' buffer on both sides of the entrance road.

Emergency Exit – At a previous meeting, the Planning Board recommended a connection with Parkhaven to the east or an emergency exit. The revised concept plan shows the emergency exit to be the road from this project coming out at the end of the road in Parkhaven with a locked gate. Council Member Rebecca Anderson stated that this emergency access is unacceptable. Large emergency vehicles would have difficulty getting through. Town Engineer Robert Harris told the Planning Board that an easement from Parkhaven would be necessary for this emergency road. If the applicant cannot secure an easement from Parkhaven, several of the townhouses shown on the revised concept plan will need to be removed to construct an emergency exit.

#### DETERMINATION

Based on the information provided to the Planning Board, Chairman Connelly asked for a recommendation from the Planning Board concerning this project. A motion was made by Melvin Szymanski to recommend denial of the rezone to the Town Board with the following comments: 1.) Concern regarding density of project. 2.) Concern that this would be an open-ended rezone. 3.) Concern with only one access to a development with 59 dwellings. 4.) Concern with compatibility with surrounding area. Motion seconded by Lawrence Korzeniewski and unanimously carried. Roll call vote as follows:

Chair Connelly – Yes

Lawrence Korzeniewski – Yes

Rebecca Anderson – Yes

Kristin McCracken – Yes

Anthony Gorski – Yes

Melvin Szymanski – Yes

#### INFORMAL PRESENTATION – LANCASTER-DEPEW BASEBALL FACILITY AT WESTWOOD PARK. CONTACT PERSON: HERB GUENTHER

Herb Guenther made an informal presentation to the Planning Board regarding the proposed Lancaster-Depew Baseball Facility to be located in Westwood Park near the Pavement Road entrance, west of the existing pavilion. Mr. Guenther told the Planning Board that the 14,000 sq. ft. structure with 73 parking spaces will be built on a 47,000 sq. ft. parcel. The facility will be used for training for the baseball league. The 120' X 130' pre-engineered metal structure will have decorative brick on the outside and will be 36' in height. The facility will have a 90' X 90' field, changing rooms, bathrooms, a conference room and storage area. The Town of Lancaster will be responsible for bringing in services: water, heat, and electric. The league will provide a maintenance person for the facility. The Town of Lancaster is bonding for the facility and the baseball league will reimburse the Town. The league will be responsible for all liability for the facility. The building will be built on town-owned property and will be owned by the Town. The baseball league will run the facility. Mr. Guenther thanked the Planning Board for the opportunity to present this project informally. He stated that a formal plan will be presented at a future Planning Board meeting.

OTHER MATTERS – None



At 8:59PM Chair Connelly made a motion to adjourn the meeting in memory of former Planning Board Chairman Stanley Jay Keysa and also asked for a moment of silence in his memory. Motion unanimously seconded by the Planning Board members and carried.



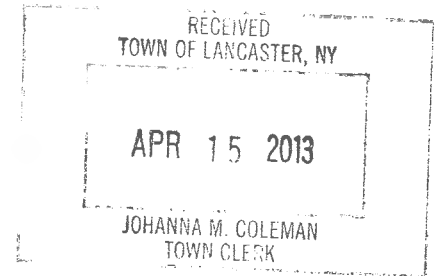
JOHANNA M. COLEMAN  
*Town Clerk*

# Town of Lancaster

21 CENTRAL AVENUE  
LANCASTER, NEW YORK 14086  
PHONE: (716) 683-9028  
FAX: (716) 683-2094  
WWW.LANCASTERNY.GOV

TC 222

## MEMO



TO: Honorable Town Board  
Town of Lancaster

FROM: The Town of Lancaster Planning Board

DATE: April 3, 2013

RE: Autumnwood Subdivision (formerly William & Bowen Subdivision)

PROJECT #: 1985

---

LOCATION: Bowen Road north of Summerfield Drive

TYPE: Preliminary Plat Plan Review

RECOMMENDATION: Approval

Roll call vote:

Chair Connelly – Yes  
Rebecca Anderson – No  
Anthony Gorski – Yes

Lawrence Korzeniewski – Yes  
Kristin McCracken – Yes  
Melvin Szymanski – Yes

CONDITIONS:

1. Temporary wetland permit must be issued by NYSDEC prior to any construction.
2. Sidewalks along Bowen Road to be shown on site plan.
3. Deed restriction will be necessary for lot #1 regarding owner responsibility for maintenance of retention basin adjacent to lot #1.

COMMENTS: None



JOHANNA M. COLEMAN  
Town Clerk

# Town of Lancaster

21 CENTRAL AVENUE  
LANCASTER, NEW YORK 14086  
PHONE: (716) 683-9028  
FAX: (716) 683-2094  
WWW.LANCASTERNY.GOV

## MEMO

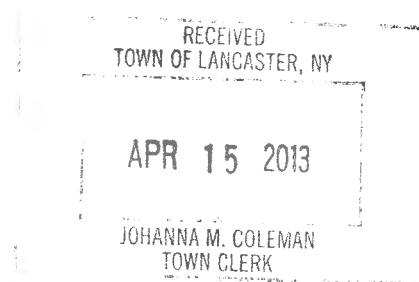
TO: Honorable Town Board  
Town of Lancaster

FROM: The Town of Lancaster Planning Board

DATE: April 3, 2013

RE: Broadway Townhouses

PROJECT #: Not Assigned



LOCATION: 5775 Broadway

TYPE: Rezone

RECOMMENDATION: Denial of Rezone

### Roll call vote:

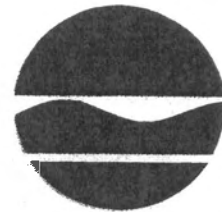
Chair Connelly – Yes	Lawrence Korzeniewski – Yes
Rebecca Anderson – Yes	Kristin McCracken – Yes
Andrew Gorski – Yes	Melvin Szymanski – Yes

CONDITIONS: None

COMMENTS:

1. Concern regarding density of project.
2. Concern that this would be an open-ended rezone.
3. Concern with only one access to a development with 59 dwellings.
4. Concern with compatibility with surrounding area.

224  
NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
Division of Fish, Wildlife & Marine Resources  
License & Promotional Sales  
625 Broadway, 1<sup>st</sup> Floor, Albany, New York 12233-4790  
Phone: (518) 402-8843 • Fax: (518) 473-2105  
Website: [www.dec.ny.gov](http://www.dec.ny.gov)



Joe Martens  
Commissioner

April 9, 2013

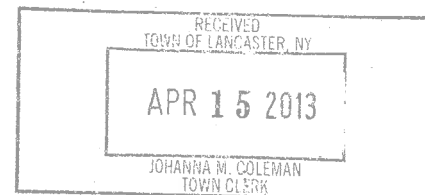
Dear License-Issuing Agent:

This letter is your formal notification that the Department of Environmental Conservation (DEC) will be transitioning to a new Automated Licensing System (DECALS) vendor, Accela, Inc., by January 1, 2014. We will do our best to keep you informed of actual conversion dates, as well as any and all information necessary to make this transition as seamless as possible for license-issuing agents (Agents) and sporting license buyers. Accela will be providing agent training on the new system later this year, and DEC will provide detailed information on training dates and locations as soon as they become available.

In preparation for the transition to a new vendor, we are asking our Agents to complete the attached Agent Equipment Inventory Form and return it to DEC in the enclosed postage-paid envelope, no later than April 26. This will ensure that we have a complete and accurate list of our Agents' current equipment and future needs well in advance of the conversion.

Based on a recent survey of Agents, we are reassessing which equipment is absolutely necessary for the successful sale of sporting licenses, and what is the most cost effective and efficient means of supporting and maintaining this equipment. The survey indicated that the majority of Agents do not use the DEC-provided scanners. As a result of this, we are planning to discontinue use of these devices. We have also learned that due to limited counter space and the inconvenience of maintaining multiple printers, many agents are no longer using the DEC-provided receipt printers. With this in mind, we will also be transitioning away from the use of receipt printers. In order to still meet Agents' account reporting needs, we are designing a new Daily Sales Report that can be either printed on a standard plain paper office printer or saved as an electronic copy. This will eliminate the need for the separate receipt printer. In addition to the standard daily sales report, you will be able to run reports of all licenses sold under your point of sale (POS) number by date range. This is something that you have been asking for and will be provided to you with the new system. We will continue use of Verifone valeron printers for license and tag issuance.

Additionally, in preparation for transition, we are notifying all Agents that they will be required to supply their own computer for selling sporting licenses with the new Accela system, as well as continuing to use their own internet providers. While this has been our preferred policy over the past 4 years, and most agents are already using their own PCs, there still some agents using DEC-owned PC/Monitors/keyboards. Please be advised that upon implementation of the new sales system at the end of the year, the DEC-owned computers will become obsolete and the current Verizon DECALS URL will no longer be in service.



To assist you with your computer needs, below is a list of acceptable operating systems and browsers for accessing the new licensing system:

**Supported Operating Systems:**

Windows XP SP3 (32 bit or 64 bit)  
Windows Vista SP2 (32 bit or 64 bit)  
Windows 7 (32 bit or 64 bit)  
Windows Server 2003  
(32 bit (x86)) - minimum  
Windows Server 2008 (R2 64 bit (x64))  
Microsoft Windows Mobile 7  
Apple iOS

**Supported Internet Browsers:**

Mozilla Firefox 17  
Internet Explorer 8 or 9  
Safari 5  
Google Chrome 23

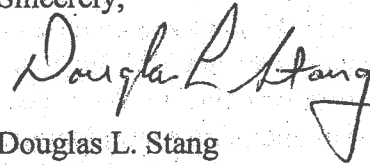
\* Agents will also need to install  
Silverlight Run-Time Edition 4.0  
(All above are free to download)

We realize that some of these changes may impact your interest and/or ability to continue to sell licenses. Should you wish to opt out of selling, please provide a letter to the above address, including your company name and Agent ID number with your request to opt out. Town Clerks must provide a Town Resolution addressed to the License Sales Supervisor at the above address.

Once we have a complete inventory of equipment, we will provide you with disposition instructions for any devices in your possession that you will no longer need.

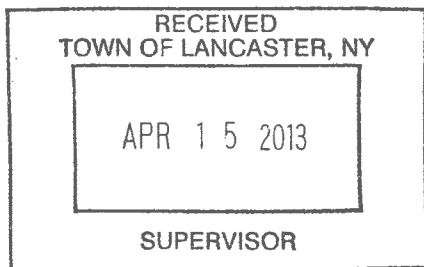
Thank you for your continued support as we begin the transition process to Accela and the new DECALS software. We look forward to continuing our working relationship with you.

Sincerely,



Douglas L. Stang  
Assistant Director  
Division of Fish, Wildlife and Marine Resources

Attachments



THE  
FRANCISCAN  
CENTER

1910 Seneca Street • Buffalo, New York 14210-1842  
phone: 716.822.8017 • fax 716.822.8537  
www.franciscancenterinc.org

TC 225  
TB

April 11, 2013

Town of Lancaster  
Town Board  
21 Central Avenue  
Lancaster, NY 14086

Dear Members of the Town of Lancaster Board,

I write in behalf of THOMAS J. TRZEPACZ, who is applying for the position as Disaster Coordinator for the Town of Lancaster. Please know that I also know Bob MacPeck, who has held the position for some years and is anticipating his well-deserved retirement.

I have known Thomas Trzepacz for several years, especially through his dedicated service at Bowmansville Fire Department. As you know, Tom just completed several years as Fire Chief. He enjoys the respect of his fellow fire fighters in Bowmansville, as well as in other areas of Erie County and beyond.

Tom is a leader. He is proactive. He is compassionate and sensitive, but highly professional. He has excellent leadership skills, not to mention many years of training, that will serve him well in the role of Disaster Coordinator. I have seen Tom in command at various emergencies as well as times of high stress in his own personal life.

I prepared him and his wife for Marriage, celebrated the Marriage, Baptized his children, and shared very closely in the funerals of his parents, I know the man Tom Trzepacz. If I can find fault with him, it would be for being too dedicated, too caring, and giving so much of himself. He is highly respected and loved by his wife and sons, as well as his siblings.

Tom Trzepacz has my affirmation, respect, high praise and endorsement for the Disaster Coordinator Position in the Town of Lancaster. If you have any questions or concerns, please give me a call.

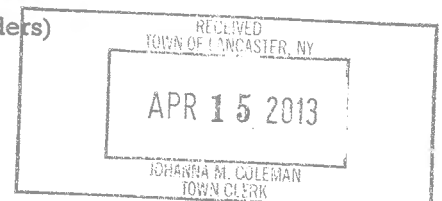
Sincerely,

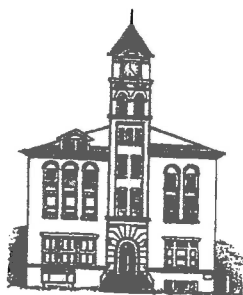
*Joseph Bayne OFM Conv.*  
Fr. Joseph Bayne, OFM Conv.  
Executive Director

Chief Chaplain, Erie Co. Emergency Services  
Chaplain, Buffalo Fire Department  
Chaplain, Town of Hamburg Police Dept.  
Peer Counselor, WNY Stress Reduction Team (CISD for Emergency Responders)



Sponsored by the Conventual Franciscan Friars  
of Saint Anthony of Padua Province





# Town of Lancaster

OFFICE OF THE SUPERVISOR

21 Central Avenue  
Lancaster, New York 14086  
(716) 683-1610  
Fax (716) 683-0512

**DINO J. FUDOLI**  
*Supervisor*

April 12, 2013

Maria R. Whyte  
County of Erie  
Department of Environment and Planning  
95 Franklin Street, 10<sup>th</sup> Floor  
Buffalo, NY 14202

Dear Ms. Whyte:

In response to your letter dated April 2, 2013, it is my pleasure to recommend Mr. Julius McCann of 33 Burwell Avenue, Lancaster, New York to serve on the Erie County Environmental Management Council.

Mr. McCann can be reached at (716) 901-1379.

Should you or any member of your staff require further information, please feel free to contact me at (716) 683-1610.

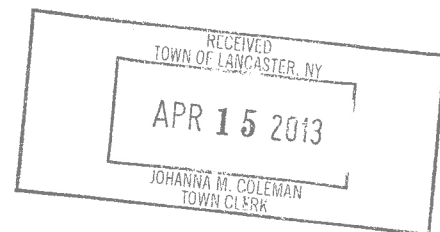
Thank you for your consideration.

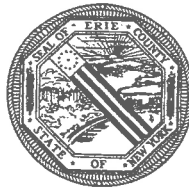
Sincerely,

  
Dino J. Fudoli  
Supervisor

DJF/lis

Cc: Mr. Julius McCann  
Honorable Town Board ✓

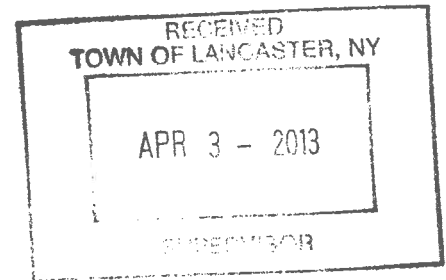




## COUNTY OF ERIE

**MARK C. POLONCARZ**

COUNTY EXECUTIVE



April 2, 2013

Hon. Dino J. Fudoli  
Supervisor, Town of Lancaster  
21 Central Avenue  
Lancaster, NY 14086

Dear Supervisor Fudoli:

Please be advised that the term for Mr. Mark Aquino on the Erie County Environmental Management Council (ECEMC) will expire on May 31, 2013. Mr. Aquino has indicated that he is not interested in being reappointed. Therefore, please nominate a new representative to serve the two-year term to expire on May 31, 2015. The County Executive appoints the designees to the ECEMC after approval by the Legislature. To ensure a timely appointment of the new council, we will need a response from your office by April 19, 2013.

The ECEMC is composed of representatives from Conservation Advisory Committees (CAC's) in the County and 12 at-large appointments made by the County Executive. Members of the ECEMC advise the County Executive and County Legislature regarding a variety of environmental concerns. The Council also facilitates networking among towns and villages and provides an interface between local conservation boards and the Erie County Department of Environment and Planning.

The ECEMC meets in the evening on the third Tuesday of each month. The current meeting location is the Burchfield Nature & Art Center and the ECEMC is grateful to the town of West Seneca for the use of this space.

Please do not hesitate to contact me at 858-6716 if you require additional information. You may also call Bonnie Lawrence, the Erie County staff person that assists the ECEMC, at 858-8560. We look forward to hearing from you.

Very truly yours,

MARIA WHYTE  
Commissioner

MW:bl



227

TC

TB



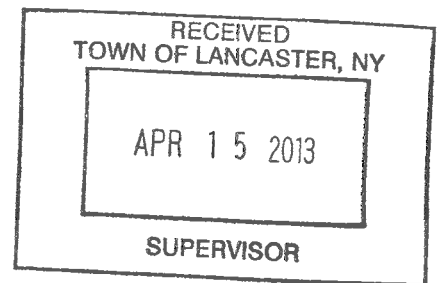
TOWN OF LANCASTER  
HIGHWAY DEPARTMENT  
525 PAVEMENT ROAD  
LANCASTER, NY 14086

**Daniel Amatura**  
**Highway Superintendent**  
**Tel (716)683-3426**  
**Fax (716)685-0271**

**COMMUNICATIONS**

April 12, 2013

Dino Fudoli, Supervisor  
Town of Lancaster  
21 Central Avenue  
Lancaster, NY 14086



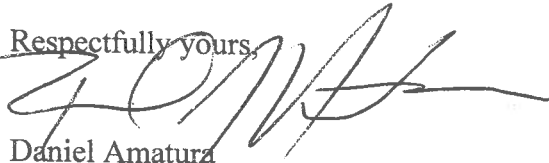
Re: Millings for Lancaster Schools

Dear Honorable Town Board

The Lancaster Central School District has requested millings from the Town of Lancaster Highway Department of approximately ten to fifteen loads for behind the high school. I would appreciate the Town Board's decision on this matter.

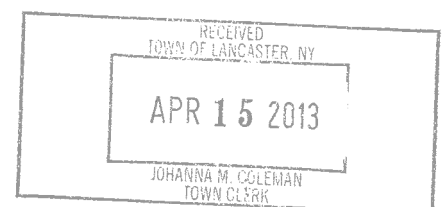
Should you require any other information, please do not hesitate to contact my office.

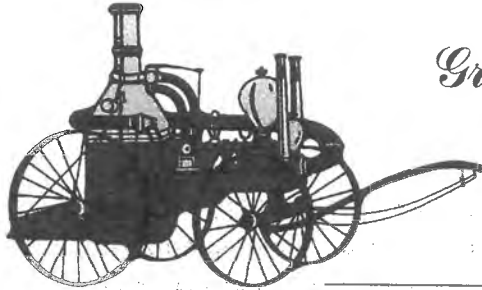
Respectfully yours,

  
Daniel Amatura  
Highway Superintendent  
Town of Lancaster Highway

DA/mb

Cc: Honorable Town Board Members

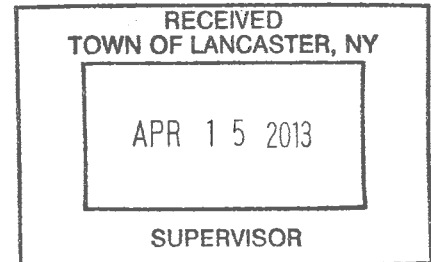




TC 228  
TB  
*Greater Lancaster Museum of Fire Fighting  
6 West Main Street  
Lancaster, New York 14086*

April 12, 2013

Lancaster Town Board  
21 Central Ave.  
Lancaster, New York 14086



Dear Lancaster Board Members,

It is my great honor to support my great friend Thomas Trzepacz for the consideration of the position of Disaster Coordinator for the Town of Lancaster's Office of Emergency Management.

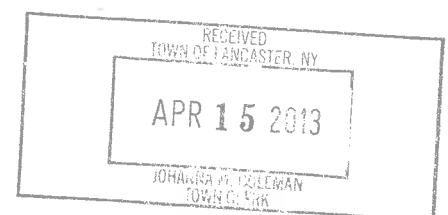
In my opinion, you will have a very dedicated, and an outstanding Leader that the Town of Lancaster would be proud of. I have been working a long side of Tommy of the last 6 years. He is a very knowledgeable and qualified person for the job. We together organize the Christmasville Fire Truck parade, and work together at the Greater Lancaster Museum of Firefighting where Tommy serves as Vice-President of the Board of Directors.

The Town of Lancaster should be very excited to have Tommy has a candidate for this position.

Sincerely, 

Jerry Enser- President  
GLFPO, Inc.

Past Chief- Lancaster Fire Department





# Friends of Reinstein Nature Preserve

93 Honorine Drive, Depew, New York 14043  
 reinsteinwoods@yahoo.com  
[www.dec.ny.gov/education/1971.html](http://www.dec.ny.gov/education/1971.html)  
 (716) 683-5959

TC  
TB

RECEIVED  
TOWN OF LANCASTER, NY

APR 16 2013

229



*"When I grow up, I want a job where I can fight pollution too."*

*Damian, 3<sup>rd</sup> grade student, following a Reinstein Woods recycling program, March 2012*

Dear Friend,

As spring emerges, school children around Western New York begin to emerge from their classrooms to enjoy all that nature has to offer. Here in Cheektowaga, Friends of Reinstein Nature Preserve (*the Friends*) helps make sure that many of these children, and their teachers, not only enjoy but learn about the environment upon which all life depends.



Known as "Buffalo's Backyard Wilderness," the 292 acres of Reinstein Woods Nature Preserve adjacent to Stiglmeier (Losson) Park offers area residents a unique mosaic of ponds, wetlands, and forests to explore. *The Friends* enhance the nature experience by supporting education programs for youth, families and schools that happen year-round. *The Friends* make possible snowshoe and ski adventures, seasonal events like the annual Fall Festival, and noteworthy programs that bring nature to youth from underserved neighborhoods.

These fantastic education programs would not be possible without the continued preservation of the habitats at Reinstein Woods. In the past, *the Friends*' support created successful stewardship programs like the Garlic Mustard Challenge and Trail Tuesdays, which help improve Reinstein Woods' habitats. This year, *the Friends* are working to protect ash trees at Reinstein Woods from the destructive Emerald Ash Borer beetle.

The nature experiences *the Friends* make possible for our youth extend beyond the school year. Every summer *the Friends* provide vital transportation support so that youth from urban, underserved neighborhoods can attend DEC's Camp Rushford, a week-long, residential environmental education camp in Allegany County. The Friends also sponsor a child's stay at Camp Rushford, something that can be a life-changing experience. Here's what Ryan A., the 2012 recipient of the Peter Losi Memorial Campership, had to say about his experience:

*"Camp Rushford was a blast! I played zap, predator – prey, and many other games. I also fished and did archery. I didn't catch any fish, but it was still fun. I hit the target in archery 5 times. The scenery was amazing. I saw hawks, sunfish, trout and bass. I also saw a snake. The cabins looked awesome. I caught a water strider at the stream. I also hiked 8 miles. I was very tired, but it was fun. I saw a Jefferson salamander on the hike. Thank you for sponsoring me."*



(continued on reverse)

**Yes, I would like to give to Friends of Reinstein Nature Preserve's Earth Day Appeal:**

- ☐ \$1000 American Beech    ☐ \$500 Black Cherry    ☐ \$250 Sugar Maple    ☐ \$100 Black Walnut  
☐ \$75 Yellow Birch    ☐ \$50 White Ash    ☐ \$25 Cottonwood    ☐ Other \_\_\_\_\_

Contact Information (Please Print)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Please make checks payable to Friends of Reinstein Nature Preserve.**

Friends of Reinstein Nature Preserve is a 501(c)3 nonprofit organization.  
 All contributions are tax deductible to the extent allowed by law.



*The Friends* also provides vital support for workshops that help teachers incorporate nature and the environment into their curriculum. Jen Sienkiewicz, a teacher at Frontier School District, commented:

*"I've incorporated what I've learned [from Reinstein Woods] into all academic areas. I work with children with severe ADHD, autism, and other disorders. Through nature journaling, the kids have opened up from the inside- they are more in tune with their senses. This has spilled over into other subjects like math and science. It has made a huge difference in how the kids have responded on science tests and other tests. And one day a week nature journaling started it all."*

Your support can help to continue and improve the many programs offered at Reinstein Woods. Did you know that:

- \$1000 provides protection for 20 to 30 ash trees for four years
- \$350 sends a child to a DEC environmental education summer camp for one week
- \$250 provides a bus to bring children from underserved neighborhoods to Reinstein Woods
- \$100 will support a teacher attending one of our new Schoolyard Habitat Workshops
- \$50 buys a pair of children's snowshoes or a pair of binoculars
- \$25 trains a new volunteer youth instructor.

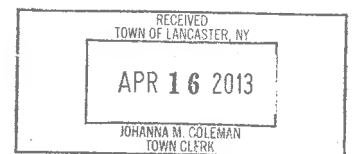
On April 22<sup>nd</sup>, as we celebrate Earth Day, we urge you to focus on conserving the natural beauty of Mother Earth right here in your own backyard. Please select a level of support that best suits you and return the form in the envelope provided. We will proudly display the names of our supporters at the Black Walnut Tree level or higher in our education center.

Your support is greatly appreciated and will help ensure another successful year at Reinstein Woods.

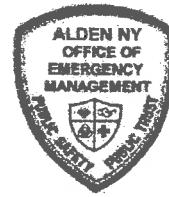
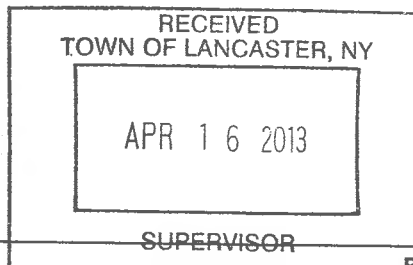
Sincerely,

*Linda J. Arndt*

Linda J. Arndt, President



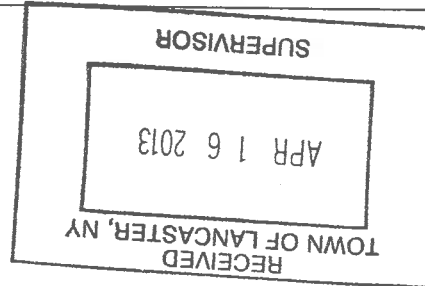
ALDEN NEW YORK  
**OEM**  
OFFICE OF EMERGENCY MANAGEMENT



230  
TC  
TB

Harry F. Milligan, Town Supervisor  
Michael G. Manicki, Village Mayor

Ryan M. Sheedy, Coordinator  
James F. Gerber, Coordinator



April 12, 2013

Lancaster Town Board  
21 Central Avenue  
Lancaster, New York 14086

To Whom It May Concern:

I am writing this letter to recommend the appointment of Thomas Trzepacz to the position of Disaster Coordinator for the Town of Lancaster Office of Emergency Management.

Over the past 10 years in the Fire Service and Emergency Management, I have had the opportunity and great pleasure to work with Mr. Trzepacz, who has proven to be a dedicated, hardworking and conscientious professional. Any emergency incident that Mr. Trzepacz has responded to, he has handled the situation with great confidence and dedication. He has shown all those who have served under his command what true leadership really is.

Mr. Trzepacz played an instrumental role serving as D8 for the Lancaster-Alden Chiefs Association in developing the new 400MHz radio system for all Fire and OEM agencies serving Lancaster and Alden.

Mr. Trzepacz was part of a large contingent of first responders in 2011 that were deployed to Schoharie County, in response to Hurricane Irene that caused catastrophic flooding and damage. Tom held the position of Operations Section Chief and was an integral part in setting up a successful Emergency Operations Center.

Mr. Trzepacz extensive knowledge and training in the Emergency Services field certainly qualifies him for such a leadership role as Disaster Coordinator for the Town of Lancaster Office of Emergency Management. This appointment would greatly benefit all emergency services and the residents of the Town of Lancaster and surrounding municipalities.

I would be happy to answer any questions or discuss this further; I can be reached at (716) 604-5078 or [cd156@aldenoem.org](mailto:cd156@aldenoem.org).

Sincerely,

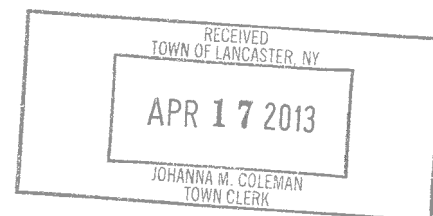
Ryan M. Sheedy  
Coordinator  
Town/Village of Alden  
Office of Emergency Management



# Town Line Volunteer Fire Department, Inc.

6507 Broadway, Lancaster, New York 14086

716.683.0385



March 4, 2013

Lancaster Town Board  
21 Central Avenue  
Lancaster, New York 14086

Dear Board Members:

On behalf of Chief John Smith and myself, please accept this letter as recommendation and endorsement by the Town Line Volunteer Fire Department for the consideration of Thomas Trzepacz for Disaster Coordinator for the Town of Lancaster Office of Emergency Management.

We have had the pleasure of working with Tom for several years while Chief of the Bowmansville Fire Department and were saddened when he stepped down in December of 2012. He is a huge asset to both the fire departments and residents of the Town of Lancaster. His fire and emergency knowledge, attention to detail, and ability to lead are unmatched by anyone I know.

We would be honored to have the opportunity to work with Tom again in the capacity of Disaster Coordinator for the Town and highly recommend his appointment to the position. In our opinion, there is no better candidate for this job.

Thank you for your consideration. Should you have any questions or wish to discuss this further, please do not hesitate to contact me at 818-0090 or [jbroska@tlfd.org](mailto:jbroska@tlfd.org).

Regards,

Jennifer M. Broska  
President

**SUPERVISOR**

Dino J. Fudoli

**COUNCIL MEMBERS**

John M. Abraham, Jr.

Mark S. Aquino

Ronald Ruffino, Sr.

Donna G. Stempniak



**DEPARTMENT OF PARKS  
RECREATION & FORESTRY**

**GENERAL CREW CHIEF**

Terrence D. McCracken

525 Pavement Road

Lancaster, NY 14086

Phone: (716) 684-3320

Fax: (716) 685-3497

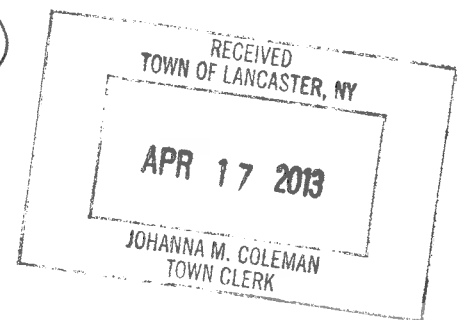
**Memorandum**

**TO:** Neil Connelly, Planning Board Chairman  
Planning Board Members  
John Abraham, Council Member  
Ronald Ruffino, Sr., Council Member  
Donna Stempniak, Council Member

**FROM:** Terrence McCracken, General Crew Chief *Tmc*

**DATE:** April 16, 2013

**SUBJECT:** Sketch Plan for Hidden Pines Subdivision, PH2  
Turnaround Concept  
Project #2513  
Property located on Branch Way

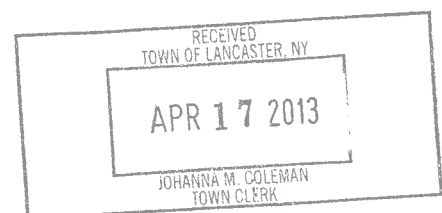


After reviewing the above referenced project, the Town's Forestry Department has concerns with regard to the southeast turnaround area with regard to future maintenance. The plan calls for a berm and, I presume, green space to the south of Lot No. 32. My concern is how this area will be left and what the town's future maintenance may be with regard to mowing and or landscaping.

Should you have any questions, please do not hesitate to contact me.

TDM;jw

cc: Honorable Council Members  
J. Simme, Building Inspector  
M. Nowak, Secretary to the Planning Board



233

JOHANNA M. COLEMAN, TOWN CLERK  
TOWN OF LANCASTER  
21 CENTRAL AVE.  
LANCASTER, N.Y. 14086  
AREA CODE 1-716 683-9028

April 17, 2013

Buffalo News  
Lancaster Correspondent  
1 News Plaza  
Buffalo, New York 14240

Lancaster Bee  
5564 Main Street  
Williamsville, New York 14221

Lancaster Source  
75 Boxwood Lane  
Cheektowaga, New York 14227

**Re: NOTICE OF REVISION OF ZONING BOARD OF APPEALS MEETINGS -  
TOWN OF LANCASTER**

Please take official notice that the meetings of the Zoning Board of Appeals of the Town of Lancaster have been revised. Effective May 1, 2013 Zoning Board of Appeals meetings shall be held on the second Thursday of each month at 7:00 P.M. Please take further notice that all of the above meetings will be held at the Town Hall, Town of Lancaster, 21 Central Avenue, Lancaster, New York.

Thank you for your cooperation in disseminating this information to the public. Please call me at 683-9028 if you have any questions.

Sincerely yours,

OFFICE OF THE TOWN CLERK



Johanna M. Coleman, Town Clerk

JMC/dt

cc: Town Board

POST on Town Clerk's Bulletin Board

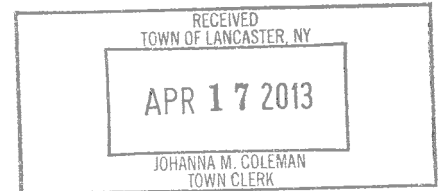
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TOWN OF LANCASTER  
HIGHWAY DEPARTMENT  
525 PAVEMENT ROAD  
LANCASTER, NY 14086

**Daniel Amatura**  
**Highway Superintendent**  
**Tel (716)683-3426**  
**Fax (716)685-0271**



April 16, 2013

Neil Connelly  
Planning Board Chairman  
2255 Como Park Boulevard  
Lancaster, NY 14086

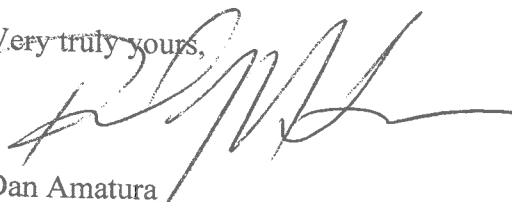
Re: Hidden Pines Subdivision, Phase 2  
Project # 2513

Dear Mr. Connelly:

After reviewing the above-proposed project, I do not have any concerns that would impede the continuation of this project.

Should you have any other questions, please do not hesitate to contact me.

Very truly yours,



Dan Amatura  
Highway Superintendent  
Town of Lancaster

DA/mb

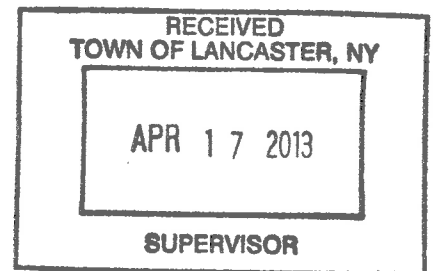
Cc: Jeffrey H. Simme, Building Inspector  
Johanna Coleman, Town Clerk

**COUNTY OF ERIE****MARK C. POLONCARZ**

COUNTY EXECUTIVE

JOHN C. LOFFREDO, P.E.  
COMMISSIONERDEPARTMENT OF PUBLIC WORKS  
RATH BUILDING 14<sup>TH</sup> FLOORTELEPHONE: 716.858.7555  
FAX: 716.858.8303

April 17, 2013

**CERTIFICATE AND NOTICE OF HIGHWAY CLOSURE**STATE OF NEW YORK:  
COUNTY OF ERIE: }SS

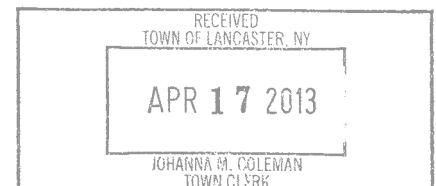
This is to certify that the Commissioner – Highways has jurisdiction of the highways of the County of Erie and does hereby continue the restriction of that portion of the highway in the Towns of Alden and Lancaster, said County, known as Erie, and described as follows:

**CLOSURE:**

That portion of Town Line Road (CR 335) will be closed between Westwood Road (CR343) and Walden Avenue in the Towns of Alden and Lancaster for railroad crossing work beginning Sunday, April 21 (7:00 a.m.), through Tuesday, April 23 (6:00 p.m.), 2013. The contractor will be CSX Railroad and the closure and signage information will be posted by Buffalo Barricade (Larry Hawkins 716-604-8433).

Closures are executed under Article V, Section 104 of the Highway Law in order to permit a proper completion of work of improvement thereon. IN WITNESS WHEREOF: The undersigned has, on this 17<sup>th</sup> day of April, 2013, set his hand in Buffalo, New York.

Very truly yours,

JOHN C. LOFFREDO, P.E.  
COMMISSIONER OF PUBLIC WORKSBy: Wayne S. Scibor, P.E.  
Supervisor of Engineering

JCL/WSS/cas

cc: See Attached List

V:\Public Works\Highways - Main\Road Files\CR 335 Town Line Rd\Closures\Townline Road CR335 Closing 4-21-4-23-13.doc

RATH BUILDING • 95 FRANKLIN STREET • BUFFALO, N.Y. • 14202 • (716) 858-6000 • WWW.ERIE.GOV

Town Line Road (CR335) Closure  
April 17, 2013  
Page Two

cc: John C. Loffredo, P.E.  
William Geary  
Charles A. Sickler, P.E.  
Michael J. Asklar, P.E.  
Carl P. Dimmig, Jr., P.E.  
Ed Conboy, Jr., P.E.  
Joe Monte, P.E.  
Brian Rose, P.E.  
Melissa Tupis  
Richard Tobe, Deputy County Executive  
Daniel Neaverth, Jr., Dept. of Emergency Services  
Gregory Butcher, Dept. of Emergency Services  
Gary Zawodzinski, District Maintenance Engineer  
Bob Linforth, General Crew Chief-Clarence  
Wayne Brooker, Receptionist-Clarence  
Larry Hawkins, Buffalo Barricade ([lhawkins@buffalo.com](mailto:lhawkins@buffalo.com))  
(Sent via e-mail)

**(Faxed copies)**

Terrence D. Mc Cracken, Legislator – Dist. 8 (681-3261)  
**([Terrence.mccracken@erie.gov](mailto:Terrence.mccracken@erie.gov))**  
Erie County Sheriff (858-3272)  
New York State Police (941-9011)  
Lancaster Police Dept. (681-2352)  
Town of Alden – Supervisor (937--9817) ([milligah@alden.erie.gov](mailto:milligah@alden.erie.gov)) and  
**([rogersc@alden.erie.gov](mailto:rogersc@alden.erie.gov))**  
    - Highway Supt. (937-7336) ([nuwerm@alden.erie.gov](mailto:nuwerm@alden.erie.gov))  
    - Clerk (937-9817)  
Alden Central School Dist. – Superintendent (937-7132)  
    - Transportation Supervisor (937-3486)  
Town of Lancaster – Supervisor (683-0512) ([lynn.sacha@lancasterny.com](mailto:lynn.sacha@lancasterny.com))  
    Superintendent ([da@lancasterny.com](mailto:da@lancasterny.com))  
    Clerk ([mbarbaro@roadrunner.com](mailto:mbarbaro@roadrunner.com))  
Clarence Central School District – Superintendent (407-9126)  
    -Transportation (407-9502)  
Central Fire Alarm Office – Lancaster (681-2352)  
NFTA (855-6387)  
NITTEC (847-1242)

JOHANNA M. COLEMAN, TOWN CLERK  
TOWN OF LANCASTER  
21 CENTRAL AVE.  
LANCASTER, N.Y. 14086  
AREA CODE 1-716 683-9028

April 17, 2013

Buffalo News  
Lancaster Correspondent  
1 News Plaza  
Buffalo, New York 14240

Lancaster Bee  
5564 Main St  
Williamsville, New York 14221

Lancaster Source  
75 Boxwood Lane  
Cheektowaga, New York 14227

### NOTICE OF ROAD CLOSURE IN THE TOWN OF LANCASTER

Please be advised that we have received notification from Erie County Department of Public Works, Division of Highways regarding a temporary road closure for railroad crossing work on Town Line Road between Westwood Road and Walden Avenue starting on Sunday, April 21, 2013 through Tuesday April 23, 2013.

Thank you for your cooperation in disseminating this information to the public. Please call me at 683-9028 if you have any questions.

Sincerely yours,

OFFICE OF THE TOWN CLERK



Johanna M. Coleman, Town Clerk

JMC/dt  
cc: Town Board

**NOTE:** Post on Town Clerk's Bulletin Board  
File: Press Release/Road Closure

COPY

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COPY

COPY

COPY




# Town of Lancaster

OFFICE OF THE SUPERVISOR

21 Central Avenue  
Lancaster, New York 14086  
(716) 683-1610  
Fax (716) 683-0512

**DINO J. FUDOLI**  
*Supervisor*

## MEMO

To: Town Board Members  
From: Supervisor Dino Fudoli   
Re: Town of Lancaster Website Redesign  
Date: April 17, 2013

Honorable Town Board Members:

As you are aware and we have previously discussed, I would like to move forward with creating a new website for the Town of Lancaster that is hosted independently and managed by designated Town employees from various departments. As a Board we have discussed this matter as early as March of 2012 when proposals were submitted by Aurora Consulting Group to both the Town of Lancaster and the Lancaster Industrial Development Agency. Per our previous discussion, the Town Board gave me verbal approval to work with Aurora Consulting. We discussed the importance of redesigning the LIDA's website first before moving on to the Town's website.

The current Town website is hosted by Erie County and it has become problematic for Town Departments and our residents to have information readily accessible on the site, but also a burden on the County who has one employee dedicated to make every update and posting required.

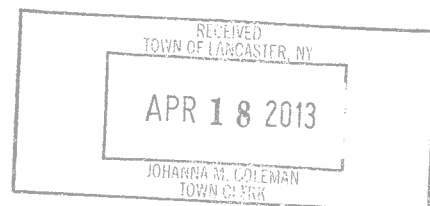
Aurora Consulting Group was instrumental in implementing the new website for the Lancaster Industrial Development Agency in 2012. I am very confident in Aurora Consulting Group's ability to develop a website for the Town that meets the needs of our residents and employees, as well as our business community.

By copy of this memorandum, I respectfully request that a resolution be prepared by the Town Attorney's office for the May 6<sup>th</sup> Town Board meeting authorizing the Town of Lancaster to enter into an agreement with Aurora Consulting Group for the redesign of the Town's website. In addition, I respectfully request the Town Board's support on this matter.

Thank you in advance for your consideration.

DJF/ljs

Cc: John Dudziak, Esq., Town Attorney



April 17, 2013

Dino J. Fudoli  
Town Supervisor  
Town of Lancaster, New York  
21 Central Avenue  
Lancaster, NY 14086  
(716) 683-1610  
[dfudoli@lancasterny.com](mailto:dfudoli@lancasterny.com)

## Town of Lancaster Website Redesign

Dear Dino:

AURORA Consulting Group is pleased to submit the following proposal and budgetary estimate to redesign the Town of Lancaster website (<http://www.lancasterny.gov/>). This estimate has been drafted from (1) conversations regarding the current website content and functionality during our February 23, 2012 meeting, (2) an assessment of the design and functional improvements we recommend, and (3) the solutions and tasks required to effectively deliver on the project goals and objectives while exceeding expectations.

The fees outlined in this estimate are based on actual time and materials. Additional functionality, modifications or extensions to this estimate will be invoiced at the standard rate of \$85/hour. You will only be charged for actual hours used on your behalf.

If you have any questions regarding the estimate, please feel free to contact me at (716) 655-9000 (x102), or by email at [schwegler@bflo.com](mailto:schwegler@bflo.com).

Thank you for the opportunity to work with you on this project!

Sincerely,



Philip Schwegler, Project Manager  
AURORA Consulting Group, Inc.



Jeff McCaskey, President/CEO  
AURORA Consulting Group, Inc.

To accept this budget estimate, please sign below and fax this page to (716) 655-4957 or email a scanned PDF to [Admin@BFLO.com](mailto:Admin@BFLO.com).

Dino Fudoli  
Town of Lancaster, New York

**Microsoft**  
CERTIFIED  
Partner

## **EXECUTIVE SUMMARY**

The Town of Lancaster has grown considerably over the recent years. The current Town website ([www.lancasterny.gov](http://www.lancasterny.gov)) fails to adequately reflect and support this growth due to its outdated design and communication management. Since the time of the website's original development, significant technological advances in design and programming have occurred providing exponential enhancements in user interaction, resident communication, content management and analytics. Due to these circumstances, a website redesign has been initiated to help drive success in this area. With this understanding in hand, AURORA will implement a professionally designed site that focuses on addressing the following high-level action items:

- A relevant and engaging design with an attractive mix of text and graphics that reflects the unique nature of the town's residents, storied history, and bright future.
- Sensible content organization and navigation based on visitor expectations and needs
  - Can integrate the pages and content of the Lancaster Industrial Development Agency
- Tools to highlight major news items and alert messages
- Tools to feature upcoming events and images from those events
- Dynamic user interface that encourages exploration into the plethora of available content
- Integrating website analytics (Google) to track visitor behavior allowing for calculated future improvements

## **WEBSITE FEATURES**

**PageLime Content Management System** – AURORA will implement a PageLime based content management system that will allow any selected number of Town stakeholders to independently manage website changes, thus improving the speed of updates and significantly reducing the cost of maintenance over time. The system allows the website to grow with the Town as it can be launched with available content while being flexible enough to support additional material as it becomes available and is required. It is a feature-rich CMS with full page creation and image editing functionality.

**Google Events and Picasa Image Gallery** – AURORA will install a Google Picasa image gallery that allows a site administrator to post and control any number of images documenting local events and happenings. AURORA will also implement a Google Events calendar allowing a Town representative to post all community events with time and description for the coming year.

**Website Analytics** – AURORA will implement Google Analytics to track a plethora of visitor usage statistics from time-on-site and number of unique page views, to bounce rate and best performing keywords. Analyzing this data over time is paramount to identifying trends that will assist in making decisions on how and where to allocate resources to improve future performance.

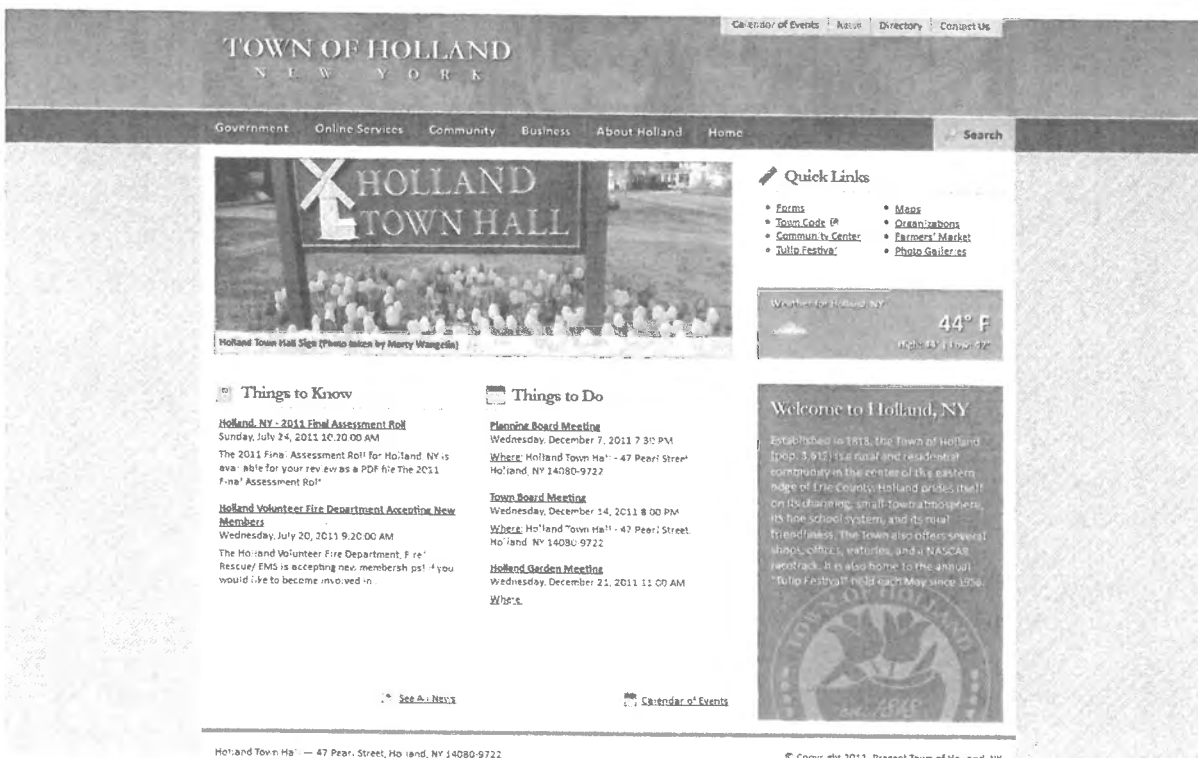
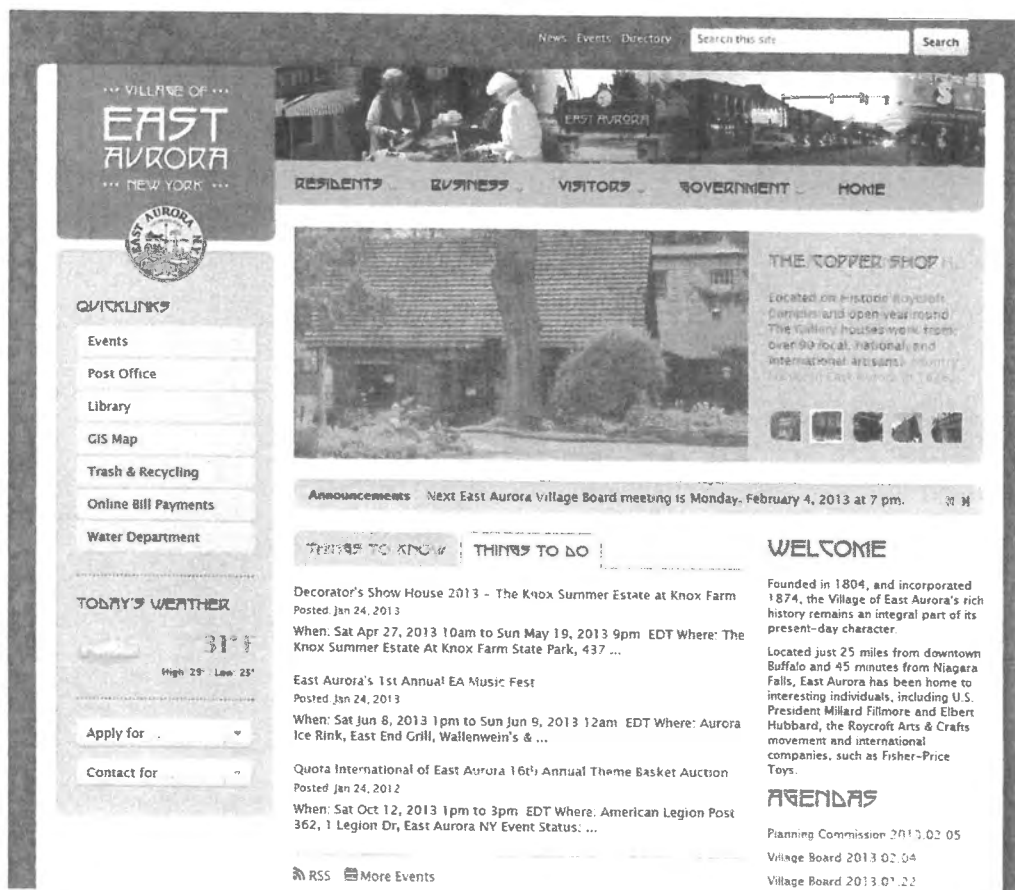
## **PROJECT SCHEDULE**

This development effort calls for reliance on both of our parties to help meet a timely completion date. In that regard, AURORA stresses the importance of a collaborative relationship for the efficient management of the schedule and budget. Based on past experience, we estimate this project to take between three and four months to complete once we receive approval to proceed.

## **CLIENT TESTIMONIAL**

"I wanted to let you both know how happy I am with the Town of Holland's new web site! I really love it and thank you for your efforts in designing a beautiful look for our Town, with user-friendly, appropriate content."

Karen Kline – Town of Holland Councilman

**EXAMPLE OF RECENT REDESIGN PROJECT**



**BUDGETARY ESTIMATE**

<b>Town of Lancaster Website Redesign</b>	<b>Hours</b>	
	<b>Low</b>	<b>High</b>
<b>Project Scope</b>		
Meeting time -- time dedicated to conference calls and in person meetings with Town Stakeholders to discuss, define, and document all website features, functionality, design and operational requirements per identified goals, and objectives.	6	7
<b>Scope Total:</b>	<b>6</b>	<b>7</b>
<b>Design and Layout</b>		
Homepage design concept	13	14
Homepage design revision -- Round 1	2	3
Slicing and exporting graphics	1	2
<b>Design and Layout Total:</b>	<b>16</b>	<b>19</b>
<b>Search Engine Optimization</b>		
Information architecture, XML sitemap submission to Google, Bing, Yahoo	2	3
<b>SEO Total:</b>	<b>2</b>	<b>3</b>
<b>Development Services</b>		
Development environment and project setup	1	2
Homepage front end development	10	14
Inside page front end development	6	8
Page template development and content formatting	8	10
Google Picasa photo gallery	1	2
Google Events Calendar integration	1	2
Publishing process	4	5
CMS training	2	3
<b>Development Total:</b>	<b>33</b>	<b>46</b>
<b>Quality Assurance Testing</b>		
System and user testing, screen usability, browser compatibility, content & style, standards & validation, analytics, functionality, security, and performance	11	12
<b>QA Total:</b>	<b>11</b>	<b>12</b>
<b>Project Management</b>		
Project management includes accountability, timeline, budget, proofing, workflow assignments, revisions management, client communication, reporting and other project-related activities.	9	10
<b>Management Total:</b>	<b>9</b>	<b>10</b>
<b>Estimate Total</b>		
<b>Project Hours Total:</b>	<b>77</b>	<b>97</b>
<b>3 Year Site Hosting @ \$6.64/month:</b>	<b>\$238.98</b>	
<b>Project Cost Range @ \$85/Hour:</b>	<b>\$ 6,784</b>	<b>\$ 8,484</b>
<b>Project Mid-Point:</b>	<b>\$7,634</b>	

**SUCCESS WITH AURORA CONSULTING GROUP**

We pride ourselves on the success of the websites we deliver to our clients as they realize meaningful returns on their investments. We see this project continuing right in line with those other successful endeavors. We'll approach each and every task with the thought, dedication and drive you'd expect from a long-term collaborative business partner.

**COMPANY RATES AND BILLING**

- This is a 'Time and Materials' agreement. Project management, research, design, development, and maintenance are billed at the standard company rate of \$85/hour, billable in 15-minute increments, invoiced monthly, net 10. This is not a Fixed Price, or Not to Exceed Proposal.
- Systems & Network Support time is subject to NYS Sales Tax.
- AURORA Consulting Group invoices on a monthly basis. Terms on monthly invoices are Upon Receipt, Net 10.
- Project estimates are given at the inception of each project and we strive to complete all projects within the given estimate. If a project looks as if it may exceed the initial estimate, the client is notified immediately of the cause and a suitable solution is sought. In cases where the client requests additional requirements, a Budgetary Change Order will be produced for client approval.
- All solutions provided by AURORA Consulting Group are built to the specifications provided by the World Wide Web Consortium (W3C) relating to Cascading Style Sheets (CSS), Hyper Text Mark-up Language (HTML), and Extensible Mark-up Language (XML). The W3C is responsible for creating usage standards in these technologies.
- AURORA Consulting Group Inc. tests internet websites in Microsoft Internet Explorer on Windows PC's. Incompatibilities with browsers prior to the latest release of Internet Explorer from Microsoft (including mobile devices) will be resolved on a time & materials basis and are not part of this quote.
- The client reserves the right to stop development during any phase of development and is entitled to ownership of all materials pertaining to their project, provided all time and materials are paid in full.
- *Employees are restricted by a non-compete agreement from being engaged directly or indirectly by a client.*
- The hourly rate and items included in this proposal are **valid for a period of 30 days** and must be re-evaluated if the time frame between the proposal's delivery and its acceptance goes beyond this period.
- The systems and solutions developed by AURORA Consulting Group specifically & uniquely for this project become the property and ownership of the client. AURORA retains no ownership rights or interest in the unique deliverables from this project. Software provided by AURORA as part of its client code base remains the property of AURORA Consulting Group Inc.
- The client is responsible for all aspects of the content of their pages and will hold AURORA Consulting Group Inc. harmless. Client agrees to indemnify and hold AURORA, its agents, officers, directors, employees, successors, and assigns harmless from any claims, losses or damages, work that infringes any patent or copyright, including attorney's fees, arising from any person's use of client's website. Client agrees to further indemnify AURORA from hacking or cyber-attacks which may result in information obtained by others and any subsequent financial losses or charges. The entire risk as to the quality and performance of the web pages and website is with client. In no event will AURORA be liable to the client or any third party for any damages, including any lost profits, lost savings or other incidental, consequential or special damages arising out of the operation of or inability to operate these web pages or website, even if AURORA has been advised of the possibility of such damages.
- AURORA is not responsible for third party server problems as related to web hosting & email. All maintenance, upgrades, help desk, troubleshooting, patches & resolution is on a time & materials basis at \$85/hour. AURORA does not warranty or guarantee hosting service reliability and security.
- AURORA provides no warranties for outside software and assumes no liabilities with respect to use of the software by you or any third party. AURORA will invoice on a time & materials basis for any issues arising from usage of third party software.

Ver. 01/12

JOHANNA M. COLEMAN, TOWN CLERK  
TOWN OF LANCASTER  
21 CENTRAL AVE.  
LANCASTER, N.Y. 14086  
AREA CODE 1-716 683-9028

April 19, 2103

Peter J. Sorgi, Esq.  
Hopkins & Sorgi, PLLC  
9 Olean Street  
East Aurora, New York 14052

**Re: REZONE PETITION-  
Tyler Development  
5775 Broadway**

Dear Mr. Sorgi:

Enclosed is a Legal Notice stating that the Town Board of the Town of Lancaster will hold a public hearing on your petition to amend the Zoning District Map of the Town of Lancaster on May 6, 2013 at 7:15 P.M., at 21 Central Avenue, Lancaster, New York.

Pursuant to the Code of the Town of Lancaster, Section 30-15, Subsection B., the applicant is required to mail notice of the Public Hearing to all property owners within 200 feet of the perimeter of the area proposed to be rezoned. Please provide the Office of The Town Clerk an affidavit of mailing at your earliest convenience.

Your attendance or the attendance of your representative at this hearing will be of value to the Town Board and those members of the public having questions relative to this matter.

Sincerely yours,

OFFICE OF THE TOWN CLERK

  
Johanna M. Coleman  
Town Clerk

JMC/dt

Encl.

cc: Tyler Development LLC  
Neil Connelly, Planning Board Chairman  
J. Dudziak, Town Attorney

File: ZONREZONE (P5)

THE FOLLOWING RESOLUTION WAS OFFERED  
BY COUNCIL MEMBER STEMPIAK, WHO  
MOVED ITS ADOPTION, SECONDED BY  
COUNCIL MEMBER ABRAHAM, TO WIT:

**WHEREAS**, Tyler Development, LLC, 163 Stuewe Road, Getzville, New York 14068, the contract vendee for the rezone of a parcel of land located on 5775 Broadway, Lancaster, New York has petitioned the Town Board of the Town of Lancaster for the rezone of said property from a Residential District One (R-1) and Residential Commercial Office District (RCO) to Multifamily Residential District Three (MFR-3), and

**WHEREAS**, the Petition has been referred to the Planning Board of the Town of Lancaster for its recommendation and was denied approval at their April 4, 2013.

**NOW, THEREFORE**

**BE IT RESOLVED**, that pursuant to Sections 130 and 265 of the Town Law of York a Public Hearing on the proposed rezone will be held at the Town Hall, 21 Central Avenue, Lancaster, New York, on the 6<sup>th</sup> day of May, 2013, at 7:15 o'clock P.M., Local Time, and that Notice of the Time and Place of such Hearing be published in the local newspaper of general circulation in said Town and be on the Town Bulletin Board, and that Notice of such Hearing be referred to the Erie County Department of Planning, pursuant to Section 239 (m) of the General Municipal Law, which Notice shall be in form attached hereto and made a part hereof.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

COUNCIL MEMBER ABRAHAM	VOTED YES
COUNCIL MEMBER AQUINO	VOTED YES
COUNCIL MEMBER RUFFINO	WAS ABSENT
COUNCIL MEMBER STEMPIAK	VOTED YES
SUPERVISOR FUDOLI	VOTED YES

April 15, 2013

**REZONE-PUBLIC HEARING  
VACANT LAND ON BROADWAY STREET  
TOWN OF LANCASTER**

**LEGAL NOTICE IS HEREBY GIVEN**, that pursuant to the Town Law of the State of New York and pursuant to a resolution of the Town Board of the Town of Lancaster adopted on April 15, 2013, the said Town Board will hold a Public Hearing on the 6<sup>th</sup> day of May, 2013 at 7:15 o'clock P.M., Local Time, at the Town Hall, 21 Central Avenue, Lancaster, New York, to hear all interested persons upon the following proposed amendment to the Zoning Ordinance and Zoning Map of the Town of Lancaster: rezoning certain vacant land on Broadway Street, Lancaster, New York (SBL Nos. 116.00-1-13.11 and 116.00-1-18.21) from Residential District One (R-1) and Residential Commercial Office District (RCO) to Multifamily Residential District Three (MFR-3). At the time and place noted above, full opportunity to be heard will be given to any and all citizens and all parties in interest.

**TOWN BOARD OF THE TOWN  
OF LANCASTER**

**BY: JOHANNA M. COLEMAN**  
Town Clerk

**April 15, 2013**

TC  
TB

239

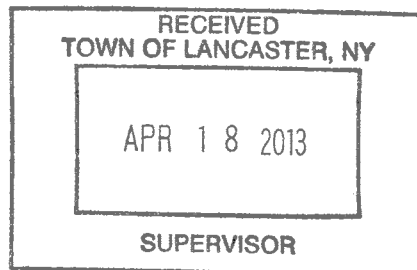


## Lancaster Presbyterian Church

April 15, 2013

Rev. Kelly Negus, Pastor

Peter Gawron, Director of Family  
& Youth Ministries



3666 Bowen Road  
Lancaster, New York  
April 15, 2013

Supervisor Dino Fudoli  
Town Hall  
21 Central Avenue  
Lancaster, NY 14086

Dear Supervisor Fudoli:

The first Thursday in May is the National Day of Prayer in the United States of America. In connection with the observance of this day, a group of like-minded citizens will be gathering for prayer from 12:00-12:45 p.m. in front of the Lancaster Town Hall on Thursday, May 2, 2013. Pastor Kelly Negus will lead the event.

The website for the National Day of Prayer is: <http://nationaldayofprayer.org>. Below is an excerpt from that site:

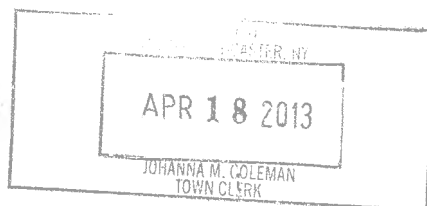
"The National Day of Prayer is an annual observance held on the first Thursday in May, inviting people of all faiths to pray for our nation. It was created in 1952 by a joint resolution of the United States Congress, and signed into law by President Harry S. Truman."

You, and all town employees, are invited to participate in the Lancaster National Day of Prayer observance. Members of many community churches will be in attendance.

Sincerely,

*Gloria Chaves*

Mrs. Gloria Chaves  
Prayer Action Leader  
Concerned Women for America



Thursday,  
May 2, 2013

WILL YOU COMMIT TO PRAY?  
IT BEGINS WITH YOU!



Lancaster Town Hall 12:00 Noon

**PRAY FOR AMERICA**

**"IN HIS NAME THE NATIONS WILL  
PUT THEIR HOPE."**

- MATTHEW 12:21

[Commit2Pray.com](http://Commit2Pray.com)

